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Capital Planning Minutes 10-17-2000

OCTOBER 17, 2000

- * Charles T. Foskett, Chairman
- John F. Britt
- * Nancy T. Galkowski
- * Anthony T. Lionetta
- * John Bilafer
- * John FitzMaurice
- * A. L. Minervini
- * Barbara Thornton
- Steve Andrews

Update to Plan Requests: Nancy G. provided an updated copy of this year's plan requests. Additions were highlighted including from Conservation Commission for Aquatic Weed Harvesting, from Personnel/Payroll for Photocopier and from Public Works for Cemetery Expansion Program. It was noted that the Cemetery Request is one of the more substantial new requests. Also noted is that the request by the Treasurer for a postal stuffing machine can be moved back in that the existing machine remains serviceable.

Approval of Meeting Notes: After much discussion, the Minutes of the last meeting were approved with modifications.

Cemetery Report: Nancy G. reported that the Report on Cemetery Expansion has been completed. Tony L and John B. to request from R. Bento as part of the request review process.

Public Works and Maintenance Plans: There was discussion about the status of these plans/committees and their relationship to one another. It appears that the Public Works Plan is dormant and the Maintenance Committee is not yet active. The Maintenance Plan is intended to focus on the play fields. The Maintenance Committee consists of representatives from Planning, Schools, Town Manager, Parks & Recreation, and four Citizens.

GASB 34: The new Federal GASB requirements were generally discussed as they related to the concept of the Public Works Facility Plan and the Capital Plan. Al M. explained that Arlington needs to have an inventory of Fixed Assets completed by Year 2003 and Infrastructure Assets completed by Year 2007. In its simplest definition, GASB requires that a community account for its assets, report assets value and their depreciation annually. Communities will be required to prepare report on why asset values have changed.

As far as the Capital Plan, the conformance to the GASB regulation is seen as a benefit to the financial bond rating, as well as providing additional asset information, which can be used in making decisions on capital expenditures. Barbara T. strongly noted the need to link the GASB process with the concepts of the Public Works Facility Plan. There was general agreement.

Capital Plans Balances: Al M. presented a print out showing the status of prior year requests (back to FY 98). Al noted some modifications/corrections to postings based upon his review. It was noted that there are significant amounts of items/funds, which have not been expended to date. Subcommittees should inquire on the status of prior year requests during their meetings with department heads. It was suggested that items sorted by department, an additional column be added to the form, and that the department heads be required to note in this column the disposition of expenditures, as part of their submittal of new requests.

Potential School Cost Overruns: Tony L. raised a question about comments made at the last meeting that the Permanent Town Building Committee has cautioned that there maybe a shortfall of funds for the School Projects. If Schools are allowed to exceed debt exclusion funds, there will be an impact to the Capital Plan. Tony L. stated a position that school project need to stay within their respective previously established budgets. This may require reprogramming by the Architect or delaying of construction until a more

favorable bid climate develops.

Subcommittee Activities: Subcommittees should solicit at their meetings with department heads ideas to improve the Capital Planning process.

Next Meeting: Next meeting of the whole Committee is scheduled for 10/30. Subcommittees should proceed with their meetings with department heads.